



**Muslim American Advisory Council (MAAC)
Inaugural Meeting October 4, 2011 (4:30 - 6:30 PM)**

MINUTES OF MEETING

(Submitted by the MAAC Co-Chairs Samreen Khan & Kareem M. Irfan)

- I. **Welcome:** Co-Chairs Samreen and Irfan welcomed attendees respectively on behalf of the Governor and the Illinois Muslim-American community to the Inaugural meeting of the MAAC.
- II. **Introductions:** Attendees introduced themselves along with any represented organizations. There was a consensus of appreciation for Governor Quinn in responding favorably - and uniquely in the United States - to the Muslim community's request under the auspices of the CIOGC for closer engagement and collaboration with the Governor by way of a representative, advisory body like the MAAC.
- III. **Council Charter:** The Co-Chairs indicated the significance of a well-defined Charter to define the MAAC Mission and to help focus and prioritize ensuing activities in furtherance of the Governor's intent in establishing the MAAC. The Co-Chairs had consciously based the Draft Charter on the key expectations of the Governor in his Press Release announcing the MAAC, and requested attendees to deliberate and agree upon the final language of the Charter. Following discussions on specific changes, the Co-Chairs were authorized to prepare a Final Charter for formal MAAC approval via eMail based on various suggestions from attendees.
- IV. **Identify Expectations from Council Members:** Following a discussion, it was agreed that:
 - a. Members shall diligently participate in MAAC meetings (in person or via phone/video links) and also actively engage in assignments and/or Work Groups. .
 - b. The Council shall meet at least on a quarterly basis, supplemented as necessary with "special" meetings on an urgent basis. Meetings will be held during week-days, preferably on early afternoons and generally for no more than 2 hours. MAAC Work Groups will likely meet more frequently to cover assigned responsibilities and projects.

- c. The Co-Chairs emphasized the need to produce tangible results for reporting to the Governor by June 2012. They strongly recommended that an Initial Update be submitted to the Governor by January 2012 reporting on the MAAC Charter, related Work Groups and prioritized issues for MAAC action.
- d. Individual members may not speak publicly on behalf of the Council. Official statements about specific MAAC actions may only be issued by the Co-Chairs pursuant to necessary MAAC deliberations and, of course, by the Governor. Members may respond or speak about the MAAC in general terms in their individual capacities. Additional guidelines will need to be developed toward a streamlined communications approach.
- e. There was discussion of holding a MAAC meeting before the Nov. 2011 legislative session; the idea was put off because of practical constraints based on the hectic schedules of the Governor's aides at that time.
- f. The next MAAC meeting will be held in 4-6 weeks to confirm Work Groups and prioritize specific assignments and projects. The Co-Chairs will expedite this process by relying upon eCommunications/Surveys to define and solicit participation of MAAC members in Work Groups and assignments of their choice and interest. Teleconferencing, and video/Skype conference capability will be made available for the convenience of MAAC members.

V. Define Priorities for the Council

- a. A streamlined communications process must be defined for internal exchanges as well as external communications, including media inquiries.
- b. Based on a thorough discussion of the Charter, the following three Priority Themes were identified for further action by associated Work Groups: (1) Constituent Outreach & Communications ; (2) Legislation & Policies; and (3) Economic Development, Trade & Commerce. It was recognized that while addressing and advising the Governor on Muslim-American community issues was essential, it is also important for the MAAC to convey information about the Governor's policies and programs to the community.

VI. Determine Working Groups

- a. Specific Work Groups will be finalized at the next MAAC meeting based on the opportunity for members to sign up for specific Groups and projects via eMail and/or Survey Monkey options.
- b. Work Groups will be lead by MAAC members but may include non-members chosen for specific expertise and capabilities.
- c. Discussion on possible working groups identified the following but not limited to:

- i. Healthcare
- ii. Social/Human Services
- iii. Education (esp. Elementary & Secondary)
- iv. Veterans' Affairs
- v. Immigration
- vi. Muslim Representation in State Govt., Boards & Commissions

VII. Adjourned until Mid-November 2011 (specific date/time to be confirmed via eMail)

Springfield Attendees:

Maryam Mostoufi
Nia Odeoti-Hassan
Nafia Khan
Yusuf Siddiquee

Chicago Attendees:

Samreen Khan
Kareem Irfan
Robert Dembo
Eboo Patel
Imad Rahman
Dr. Mohammad Zaher Sahloul
Safaa Zarzour
Dr. Bambade Shakoor Abdullah
Dr. Irfan Ahmad
Murad Moosa Bhaidani
Mumtaz Champs
Clyde Elameen
Tariq El-Amin
Dr. Inamul Haq
S. Jafer Hasnain
Tariq Malhance
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Anas Osman
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Rami Nashashibi